

SO 1.52 Guidelines for Use of Court Reporters.

The following guidelines shall be used in determination of whether a court reporter should be present to record a case heard by a magistrate judge:

- (1) Petty offense proceedings under **18 USC 3401** should be recorded by electronic sound recording equipment;
- (2) Other misdemeanors under **18 USC 3401** should be recorded by electronic sound recording equipment;
- (3) Preliminary proceedings in criminal cases (i.e. prior to the filing of an indictment or bill of information) should be recorded by electronic sound recording equipment;
- (4) Evidentiary hearings and other open-court proceedings should normally be recorded by electronic sound recording equipment;
- (5) Civil trials presided over by consent should normally be recorded by a court reporter;
- (6) If, in a matter normally recorded by electronic sound recording equipment, a magistrate judge determines that circumstances require that a proceeding should be recorded by a court reporter;
 - (a) The clerk of court can arrange for a official court reporter to record the proceedings if available; or
 - (b) If an official court reporter is not available, the clerk of court can arrange for a contract court reporter if a district judge certifies that a court reporter is necessary.